

SIGN IN SHEET

Pre-Bid Conference Pee Wee Point Campground Improvements FWP #7096502

March 20, 2013, 12:00 p.m.
Tongue River Reservoir State Park
near Decker, Montana

Name	Affiliation	Address/Phone #
1. Kevin Sorensen	Jackson Electric	1851 N. Main Sheridan WY 307-674-9710
2. BOYD SERRIS	ICM	1618 KROE LANE SHERIDAN 307-299-2841
3. CRAIG STEVENS	MATPARCH CONST	1260 HWY 10 (406) 628-6630, 6641, 6642
4. Nelson Glick	Pink Hill	2995 Upper Rd. Hardin MT 406-665-9979
5. John Wilson	Wilson Bros.	Box 636 Lemley WY 82420 307-548-6559
6. Clayton Small	DPS/Small Construction	Boyet MT 406-698-0079
7. Andy Van Horn	NST CONST	5311 Coffeen Ave Sheridan WYO 307-751-4386
8. Greg Gilbert	NST Construction	P.O. Box 0812 Sheridan WY 82801 307-751-8437
9. RICHARD THOMPSON	Thompson Construction, Inc.	PO Box 449 LIBBY MT 59923 406-273-5392
10. Cody Wynn	Excel Const LLC	330 N. Center Street Hardin Montana 406-850-8557
11. Nathan Mullinax	Mullinax Concrete	615 Fort Rd, Sheridan WY 307-674-4466
12. Jason Spielman	Mountain View Building Inc.	237 N. Main, Sheridan WY 82801 307-675-1822
13. Kahneedah Rehbein	Rehbein Enterprises, Inc.	4144B Ranch Road, Polson, MT 59860 406-883-5472
14. Dave Nelson	Wyoming Electric	125 N. Sheridan Ave, Sheridan WY 307-674-6846
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Pre-Bid Conference Minutes
Pee Wee Point Campground Improvements
FWP #7096502

March 20, 2013

12:00 p.m.

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Near Decker, Montana

Attendees:

<u>Affiliation</u>	<u>Name</u>	<u>Phone #</u>
Jackson Electric	Kevin Sorenson	307-674-9710
ICM	Boyd Serres	307-299-2841
Matriarch Construction	Craig Stevens	406-628-6630
PinkHill	Nelson Glick	406-665-9979
Wilson Brothers	John Wilson	307-548-6559
DPS/Small Construction	Clayton Small	406-698-0079
NST Construction	Andy Van Horn	307-751-4386
NST Construction	Greg Gilbert	307-751-8933
Thompson Contracting, Inc.	Richard Thompson	406-293-5392
Excel Construction	Cody Wyant	406-850-8557
Mullinax Concrete	Nathan Mullinax	307-674-4466
Mountain View Building, Inc.	Jason Spielman	307-675-1822
Rehbein Enterprises, Inc.	Kahneedah Rehbein	406-883-5472
Wyoming Electric	Dave Nelson	307-674-6846
Montana FWP	Darcy Yakoweshen	406-841-8019
Montana FWP	Ed Grywesiewicz	406-757-2298
Larson Civil Engineering, LLC	Jeff Larson	406-443-6111

Introduction:

The meeting was opened with introduction of Darcy Yakoweshen as the Project Manager representing Fish, Wildlife and Parks and Jeff Larson as the Project Engineer and Inspector. Contractors were informed that the information presented is not all inclusive and it was strongly recommended that they read the contract documents prior to submitting a bid.

Project Description:

- Contractors were notified that Bid Documents and other project information is available on-line at the following website address:

<http://fwp.mt.gov/doingBusiness/designAndConstruction/upcomingBidOpenings.html>

- **Bid Date**

Bids will be opened on Wednesday, April 10, 2013 at 3:00 p.m., at the Montana Fish, Wildlife and Parks, Design and Construction Section in Helena.

- **Project Description**

There are two separate parts to the project; work on Pee Wee Point North and Pee Wee Point South.

In general, the work on Pee Wee Point North includes the expansion of a boat ramp parking area and construction of a camping loop. The camping loop will include a new latrine, 2 ADA sites and 2 new host sites. The host sites will be served with both water and sewer connections. Water services will be extended from the existing water distribution piping. A drain field with septic/dosing tank will be installed for sewer services. Gravel resurfacing of an existing camping area and road is also included.

The majority of work on Pee Wee Point South is the electrification of existing campsites. In addition two hosts sites will be constructed with water and sewer connection similar to Pee Wee Point North. Two existing campsite will be modified to comply with ADA requirements.

- **Funding**

The project funding includes both federal and state monies.

- **Owner**

The project Owner is Montana Department of Fish, Wildlife and Parks.

Instruction to Bidders:

It was recommended that Contractors pay close attention to the Instruction to Bidders section of the specification while preparing bids.

- **Contract Time**

Contract time is 60 calendar days.

- **Liquidated Damages**

Liquidated damages in the amount of \$500 per day will be assessed if the project is completed beyond the contract time.

- **Addenda**

No addenda have been issued to date, however at least one addendum is planned to be submitted. This addendum is expected to include the following items at a minimum:

- Recently a FWP bid was rejected because it did not arrive on time. It was sent to a Post office box address instead of a physical address. Fed Ex or UPS to the physical address is strongly recommended.
- Contractors were notified that a 5% preference clause will be enforced on bids received from Wyoming Contractors.
- The proposal will be replaced in its entirety to combine the two bid schedules into one schedule.
- A licensed plumber is required to work inside the pump building and a plumbing permit from the State of Montana is required.

- **Bid Security**

Bid security is required in 10% of the amount of the bid.

- **Bid Package Submittal**

Bids must be submitted as described in the Instruction to Bidders. This includes use of a sealed envelope, labeling of the envelope as described in the Instruction to Bidders. The entire bid document booklet is not required to be submitted. The sealed envelope shall include the Debarment Form, Bid Proposal and Bid Security. **A reminder was issued to make sure the Debarment Form is included with all bids.**

- **Federal Requirements**

Due to the federal money used to partially fund the project, Contractors are required to meet all Federal requirements listed toward the end of the General Conditions.

- **Prevailing Wage Rates**

The Contractor must pay wages in the minimum amounts as listed in the Montana Prevailing Wage Rates included in the bid documents.

Special Requirements (Special Provisions, Plans, General Conditions):

- **Notice to Proceed Date**

The Notice to Proceed Date for this project will be September 4, 2013.

- **Construction Surveys**

Construction staking shall be provided by the Contractor.

- **Quality Control Testing**

Compaction testing will be provided by the Contractor at the frequencies listed under Special Provision 11, Field Engineering.

- **Warranty**

The project is subject to a one year warranty period as stated in Special Provisions and General Conditions.

- **Weed Control**

The Contractor is responsible for providing weed control as defined in the Special Provisions. This may include weed control after the project is complete.

- **Permits and Regulatory Requirements**

- The Contractor is responsible for obtaining a SWPPP permit.
- DEQ approvals for the wastewater and water system have been obtained.
- A flood plain permit has been obtained from Bighorn County by the Owner.
- The contractor will be required to obtain a plumbing permit from the State of Montana.

- **Sanitary Facilities**

The Contractor is responsible for providing and maintaining sanitary facilities.

- **Geotechnical Conditions**

A geotechnical report was not prepared for this project and limited geotechnical information is included in the Special Provisions. Contractors were notified that trench compaction is a concern and that all trench backfill, including electrical trenches, will be compacted and tested as described in the bid documents.

- **Progress Payments Prior to the Notice to Proceed**

Progress Payments prior to the Notice to Proceed will be allowed to pay for legitimate expenses that occur prior to the Notice to Proceed.

- **Topsoil and Landscaping Rock Source**

Topsoil and landscaping rock will be obtained from the on-site sources identified in the plans.

- **Savaged Gravel Materials**

Existing gravel materials that will be disturbed by construction will be removed, stockpiled and reused on the camping area south of the Pee Wee Point North boat ramp parking area.

Additional Information Presented by FWP:

- **Contractor Registration**
The successful Contractor is required to be registered with the State of Montana.
- **Performance and Labor Bond**
The successful bidder will be required to provide a performance and labor bond.
- **Insurance**
The successful bidder will be required to provide insurance as listed in the Contract Documents. Montana FWP will be listed as an additional insured.
- **Change Orders**
Change orders will be prepared by the Project Engineer, Jeff Larson.
- **Pay Requests**
Payment will be made within 30 days of issuing a pay request. Retainage will be withheld in the amount of 5% until substantial completion is granted.
- **As-Built Drawings**
The Contractor will be required to maintain a set of as-built drawings in conjunction with the Project Engineer.
- **Contractors' Supervisor**
The Contractor will be required to have a qualified supervisor on-site at all times.
- **Directing the Work**
FWP State Park staff is available for general questions; however, they are not allowed to direct the work. All significant work decisions shall be directed to the Project Engineer.

Contractor Question and Answers:

Is salvaged gravel included in the demolition bid quantity?

No, there is a separate bid item for gravel salvage. Gravel salvage is not included in the demolition bid quantity.

Can scoria be used as gravel material?

At the pre-bid the response was given if the scoria can meet the gravel specification it would be approved. It was decided after the meeting that scoria will not be accepted and this issue will be address by addendum.

Is topsoil salvage and replacement required for electrical trenches?

Yes, after the meeting it was decided to clarify this issue by addendum.

Is the full 95% compaction required on electrical trenches?

Yes.

*Is the Contractor required to import material if needed to fill trenches.
Compaction of materials is expected to reduce the volume as compared to natural uncompacted material?*

Yes.

Are earthwork quantities available?

No, but an electronic copy of the drawings that would include the existing ground surface contours can be obtained from the Project Engineer upon request.

Is compaction testing the responsibility of the Contractor?

Yes.

Is there a location for gravel stockpiling that could allow hauling of gravel prior to the Notice to Proceed date?

If it is decided that this can be allowed it will be defined by addendum.

Is a bid bond required of subcontractors?

No, the prime Contractor is responsible for providing a bond for the entire project.

If there is damage to the interior asphalt roads from hauling topsoil and landscaping rock from the designated sites, who is responsible?

The Contractor.